

HULMEVILLE MUNICIPAL WATER AUTHORITY
Meeting Minutes
July 29, 2019

The regular monthly meeting of the Hulmeville Municipal Water Authority meeting was held on the above date at the Borough Hall, 321 Main Street.

Authority Member's Present

Kurt Ludwig, President
Bert Wolfe
Patricia Taggart
Mike Wasson

Staff in Attendance

Sheri Wheeler, Water Reader Meter
Dorothy Omietanski, Borough Secretary

Authority Members Absent: Joe Nocito

Staff Absent: Pat Slater, Water and Sewer Clerk and Mike Whittaker, Licensed Water Operator

Authority Members Late to Arrive: none

Guests in Attendance: Mayor Mahon

Call to Order: Mr. Ludwig called the meeting to order at 7:05 pm; all those present joined in the Pledge of Allegiance.

Public Comment: none

Minutes:

Motion made by Mr. Wolfe seconded by Ms. Taggart to approve the minutes of June 24, 2019; Motion passed with all in favor 4-0-0.

Bills: Mr. Ludwig presented four bills to be paid: Carroll Engineering for \$393.01 and \$1657.50, Public Water System \$65.00 and reimbursement to Mr. Ludwig for postage \$6.05.

A motion made by Mr. Wolfe seconded by Mr. Wasson and carried unanimously to approve the bills; motion carries 4-0-0.

Water and Sewer Clerk: none

Water Meter Reader:

- Meter Replacement – Ms. Wheeler made a new list of meter replacements which totals 28 customers. Ms. Wheeler would like to add one resident to the water shut off list – 207 Ford Ave who refuses to answer the door. Mr. Ludwig will provide Ms. Wheeler with phone numbers for 312 Main Street and 210 Penna Ave. and she will try to call them for meter replacement. Out of the 28 customers she has 4-5 customers that she has not yet been able to contact. The cost of meter replacement is \$200 per meter. There are

roughly 340 meters left to replace in the Borough. The meters are being replaced based on oldest and not working meters first.

- **Munibilling System** – Ms. Wheeler explained that Munibilling needs to adjust the columns in the reading reports because what she sees is not what Ms. Slater is seeing which is affecting billing accuracy. Also, the readings for Hulmeville Inn, Johnson Hall and the Borough all need to be fixed the readings have not been accurate. Ms. Wheeler is also going to receive a cheat sheet on how to use the readers.
- **Mr. Preston** – Mr. Preston is inquiring why his sewer bill is so high. He has 6 sewer bills and they are all commercial, which means he is being charged \$120 times 6. He explained that he is not using water and would like his sewer bill to better reflect his usage. He would like to ask the Authority if any consideration could be made to lower his bill to better reflect his usage. Ms. Wheeler informed the Authority that BCWSA does charge customers sewer based on the customers water usage. Mr. Ludwig will talk to Mr. DeBias regarding Mr. Preston’s request, but feels if the Authority adjusts it for one customer, they would need to do it for all. Changing the system to reflect usage would be a large undertaking, and would take time to implement.
- **Main Street Issue** – Ms. Wheeler has noticed a home along Main Street that is discharging their washer water onto their driveway, which is dumping into the storm drain. Mr. Ludwig will investigate the matter.

Licensed Water Operator:

- **Purchasing Meters** – Ms. Taggart asked that the minutes make note of a request that needs to be asked of Mr. Whittaker. The Authority would like Mr. Whittaker to look into purchasing portable meters for the Authority to measure sewer water flow, which will allow the Authority to compare the number to the ones provided by BCWSA.

Water Shut Off Policy:

- **Payment Agreements** – Mayor Mahon, Mr. Mandolesi and Mr. Wheeler have been actively meeting with all residents that needed to be set up on a payment plan. Originally there were 35 outstanding accounts, 24 accounts received letters and now 5 have paid in full, 17 have agreed to a payment plan and 2 are in discussion. Thursday night all 24 accounts are scheduled to come to Borough Hall to sign their payment plan agreements. If any customer does not come Thursday the water shut off clock continues. Mr. Ludwig would need to contact BCWSA to start the water shut off process.

Correspondence: none

Budget:

- **Vent Caps** – Mayor Mahon is recommending that the Authority look into vent cap replacements along flood plain. She has found 5 residents so far with cracked vent caps. This could be a big issue with water getting into the system. Mr. Ludwig explained that the cap inspection would be a part of lateral inspections. The Authority will ask Mr.

Whittaker where the caps can be purchased, and how much they would cost. Maybe the Authority can purchase the caps, and then the homeowner would pay for installation.

- Budget Proposal – Ms. Taggart suggested increasing I & I by \$10,000. All other budget items were fine.

Motion made by Ms. Taggart seconded by Mr. Wolfe to approve the proposed budget of \$399,745.00 with the stipulated change to I \$& I motion passed with all in favor 4-0-0.

Old Business:

- Manhole Repairs – Mr. Ludwig and Mr. Wolfe printed out the manhole map of the whole system. They searched Green Street and located one of the two missing manholes. They believe the other missing manhole cover can be accessed from McCarthy in the woods. The agreements for repairs have been signed, and approval to proceed has been provided. The next step is to set up a preconstruction meeting, which should be held at the Borough. The two repairs on Main Street are being coordinated with PennDOT, and should take place right after Labor Day.
- Video Bids – Mr. Ludwig has not received any update from Carroll Engineering regarding the video bids.
- On Line Payments – There is an issue regarding the amount of money the customer is paying, and what Ms. Slater is seeing credited to their accounts. The amounts are off by a few cents. After investigation of the matter Mr. Ludwig realized that the Authority needs to adjust the convenience fee to 3.25% to cover the fees Strip is charging. If the Authority raises the fee to 3.25% that will allow any customer paying a bill of \$115 and over to come out at 0 or a little above the amount due, and anyone under \$115 would cost the Authority a few cents. Most bills are above \$115 so the Authority will be making more than loosing with the fees.

Motion made by Mr. Ludwig seconded by Mr. Wasson to increase the convenience fee to 3.25%; Motion passed with all in favor 4-0-0.

The meeting was adjourned at 8:55 pm; motion made by Mr. Wasson seconded by Mr. Wolfe; carried 4-0-0.

Respectfully Submitted

Dorothy Omietanski,
Hulmeville Borough Secretary